

**City of Hayward
Citizens Advisory Commission
Regular Meeting**

**Hayward City Hall, Council Chambers
777 B Street, Hayward, California
Wednesday, February 16, 2005
6:30pm**

Agenda

- I. Call to Order
- II. Pledge of Allegiance
- III. Attendance
- IV. Public Comments: *(NOTE: The Public Comments section provides an opportunity to address the Citizens Advisory Commission on items not listed on the agenda. The Commission welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Commission is prohibited by State law from discussing items not listed on the agenda, your item will be taken into consideration, and may be referred to staff. Speakers will be limited to 5 minutes each.)*
- V. Approval of January 19, 2005, CAC Meeting Summary Notes
- VI. Liaison Report: Human Outreach Agency (Commissioner Jackson)
- VII. Application Review Committee De-Brief (Commissioner Jackson Walda, City staff)
- VIII. FY 05-06 CDBG Preliminary Recommendations
- IX. Staff Report (Non-action items)
 - A. CDBG Programmatic and Financial Summaries
 - B. CDBG-Related Announcements / Advisories

X. Future Agenda Items

XI. Commissioner's General Announcements (Non-Action Items)

XII. Adjournment

CAC summary notes are available by fax, e-mail, or regular mail. For more information, please call (510) 583-4250.

Please do not wear scented products. Persons with environmental sensitivities may be in attendance. Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Please request the accommodation at least 72 hours in advance of the meeting by calling (510) 583-4250, or by calling the TDD line for those with speech and hearing disabilities at (510) 247-3340.



CITY OF HAYWARD
Citizens Advisory Commission
Summary Notes
January 19, 2005

Regular Meeting

- I. Call to Order:** Secretary Jackson-Walda called the meeting to order at 6:40 p.m
- II. Pledge of Allegiance:** Members of the Commission recited the Pledge of Allegiance.
- III. Attendance:** Commissioners in attendance signed the Attendance Sheet.

Note: Record of attendance is kept from June 2004 through May 2005.

Commissioners	Present This Meeting	All Meetings Year to Date		Regular Meetings Only Year to Date	
		Present	Absent	Present	Absent
April Chan	X	6	2	6	2
Launa M. Craig	X	8	0	8	0
Ramona Flores	X	6	2	6	2
Hilda "Chris" Harris **	X	7	0	7	0
Robert Imazumi	X	2	6	2	6
Sylvia Jackson	X	6	2	6	2
Tina Jackson-Walda	X	6	2	6	2
Rodney Loche	X	5	3	5	3
Dianne McDermott	X	7	1	7	1
Al Mendall *	X	8	0	8	0
Martin Nnam	X	6	2	6	2
Glorious K. Pulliam	X	6	2	6	2
Beverly Reliford	X	7	1	7	1
Diana Schaufler	X	8	0	8	0

** Chairperson*

***Term started July 2004*

Staff in Attendance:

Anne Culver, Community Development Specialist
Dana Bailey, Community Programs Specialist

- IV. Public Comments:** Commissioner Jackson-Walda announced that the Hayward Community Gardens provides gardening opportunities for low-income Hayward residents so that they may supplement their grocery budgets. There are approximately 100 households represented in the Gardens' membership.

Ms. Bailey announced the Alameda County Community Foodbank delivers or provides food to over 300 member agencies that distribute food or serve meals to hungry and homeless Alameda County residents. The Foodbank currently receives funding to deliver monthly supplies of food staples for five Hayward homeless shelters.

Ms. Culver announced that Commissioner Thiemann had requested a leave of absence from the CAC, and plans to return to the Commission within a few months.

- V. Approval of December 15, 2004 Summary Notes:** Commissioner Jackson – Walda made a motion to approve the Summary Notes from the December 15, 2004 CAC meeting. Commissioner Flores seconded the motion, which was approved unanimously.

VI. Liaison Reports:

- **Minor Home Repair Program:** Ms. Culver presented the liaison report for the Minor Home Repair Program, which receives CDBG funding to make small grants to Hayward home owners who are either senior citizens or people who have disabilities.
- **Housing Rehabilitation Loan Program:** Ms. Culver presented the liaison report for the Housing Rehabilitation Loan Program, which receives CDBG funding to make deferred loans to eligible low-income homeowners, including mobile home owners, who are usually unable to qualify for conventional bank loans.
- **SAVE/WINGS:** Commissioner McDermott delivered her report on the SAVE/WINGS transitional housing program, which provides below-market rate apartments and support services to low-income survivors of domestic violence and their children. SAVE/WINGS receives CDBG funding to pay for late night and weekend staffing.
- **Small Business Revolving Loan Program:** Commissioner Loche presented the liaison report for the Small Business Revolving Loan Program, which makes loans to eligible owners of businesses located in the downtown in order to create jobs for low-income Hayward residents, and to leverage other private and public financing.

- **Community Resources for Independent Living (CRIL):** Staff presented the liaison report on the CRIL agency, where people who have disabilities may access crisis intervention services, information and referral, peer support, case management, and related services intended to improve their capacities to live well independently.

VII. FY 2005-06 CDBG Application Follow-up Questions: Members of the Commission briefly discussed each application for FY 05-06 CDBG funding, and posed follow-up questions which were written down by staff to be distributed to each respective applicant. Applicants will be required to respond in writing to the follow-up questions, and the written responses will be distributed to members of the CAC and City staff for consideration when developing Funding Recommendations to City Council.

The next step in the Funding Process will be the applicant interviews, to be conducted by the Application Review Committee on Saturday, February 5, 2005. Preliminary Funding Recommendations will be developed by the Commission at its regular meeting on February 16, 2005. Applicants and other interested members of the public are welcome to attend this meeting.

VIII. Staff Reports (Non-action items):

A. CDBG Programmatic and Financial Summaries: Ms. Culver distributed copies of the December 2004 CDBG Financial Report.

B. CDBG Related Announcements / Advisories: None.

IX. Future Agenda Items:

- FY 05-06 CDBG Preliminary Funding Recommendations (February)
- February Liaison Reports: Human Outreach Agency (Commissioner Jackson)
- Discussion: How Schedules for CDBG Funded Construction Projects are Determined and Timelines Developed
- Discussion: The use of volunteers on CDBG Funded Construction Projects
- CDBG Funded Agency Tour: Discussion (to select agencies to visit in April)
- Appointments to the Annual Dinner Committee (April)

X. General Announcement (Non-action Items): None.

XI. Adjournment: The meeting adjourned at 9:40pm.